

**BATTLE CREEK CITY PLANNING COMMISSION
MEETING MINUTES
Wednesday, February 22, 2012**

1. Call to Order:

Chairman Preston Hicks, called the meeting to order at 4:00 p.m.

2. Attendance:

Members Present:

Susan Baldwin (Mayor)	John Godfrey	John Stetler
Dan Buscher	Preston Hicks	Dave Walters
Jan Frantz	Chip Spranger	

Members Excused: Steve Barker

Staff Present: Christine Hilton, Planning Supervisor
Glenn Perian, Senior Planner
Leona Parrish, Administrative Assistant, Planning Dept.

3. Additions or Deletions to the Agenda: None

4. Approval of Minutes: Meeting Minutes of January 25, 2012.

**MOTION WAS MADE BY COMMISSIONER GODFREY, SUPPORTED BY
COMMISSIONER SPRANGER, TO APPROVE THE PLANNING COMMISSION
MEETING MINUTES FOR JANUARY 25, 2012 AS PRESENTED.**

VOTE ON MOTION: ALL IN FAVOR; NONE OPPOSED; MOTION CARRIED.

5. Correspondence: None

6. Old Business: None

7. New Business:

A. Capital Improvement Program, 2013 - 2018:

Commissioner Hicks Opened the Public Hearing:

Mr. Jim Ritsema, Assistant City Manager and Finance Director came forward to speak, stated he was here to ask for approval for the Capital Improvement Program, 2013 – 2018. Said as a result of the joint workshop that was held February 8, 2012 between the City Commissioners and Planning Commissioners a revision to the CIP was made and that a copy of those changes had been provided to everyone prior to today's meeting. Noted that it consisted of two changes; one was the removal of projects for Community Development Block Grant Street Funding, which the City Commission decided at a workshop held in January. The second change was the addition of a "Quiet Zone" for Downtown where the trains would not need to blow their horns at the crossings in the downtown area, and they will be looking for the funding with the High Speed Rail initiative funding from the Federal Government through the State.

Said the CIP was the same format as last year and that he was here today asking for the Planning Commissions consideration and based on what happens here it will be submitted hopefully on March 6th to the City Commission for approval.

With no others wishing to speak, Commissioner Hicks closed the public hearing.

MOTION BY COMMISSIONER GODFREY, SUPPORTED BY COMMISSIONER FRANTZ TO APPROVE THE CAPITAL IMPROVEMENT PROGRAM 2013 – 2018 AS PRESENTED.

Discussion:

Commissioner Hicks said he understands this is an estimate of the projects costs and asked what was the largest swing in a variance had there been regarding the cost for projects. Mr. Jim Ritsema said these are estimates which can change due to changes in our economy; for example street projects can vary because of changes such as fuel costs and could have 30% or less variation.

Commissioner Hicks noted his concern for the future of the Police Department facility. Mr. Ritsema stated the building is in need of repair on the interior and exterior, and also have safety issues and that a space analysis needs to be done. Said ideally they need a new police station and that the cost of building a new facility will need to be addressed at sometime, but not at this time.

Commissioner Stetler asked Mr. Ritsema if it was safe to say that this Capital Improvement Plan was more accurate than the previous year's plan; how do they compare and if in the future they could show a budget comparison to the previous year's plan. Mr. Ritsema stated yes, they could show that comparison for next year.

Commissioner Walters thanked Mr. Ritsema for his hard work on the Capital Improvement Plan and noted that he was thankful for the addition of the dollars for the Quiet Zone and asked what the timeframe was for when those monies would be available. Commissioner Frantz stated if possible, hopefully would be as soon as possible; as it is a critical project from an economic development prospective and that the downtown tenants and hotel persons complain about the trains horns and has become an issue. Mr. Ritsema stated the Wolverine Line (Amtrak) has received priority funding for the High Speed Rail initiative; if that's the case they will be looking at the capacity for speed and the crossings would then need to be dealt with, which would help with the Quiet Zone. Commissioner Frantz stated the improvements Mr. Ritsema is speaking of are safety improvements, where vehicles and persons do not try to drive or walk through and would contribute to our costs.

Commissioner Walters stated regarding the Police Station's condition; that it is in need of repair and said if anyone has the time to go through it to see the condition, they should do so as it is not good and that hopefully there would be dollars available for the repairs as citizens also go inside and not just the city employees.

VOTE ON MOTION: ALL IN FAVOR; NONE OPPOSED; MOTION CARRIED.

9. **Comments by the Public:** None

10. **Comments by the Staff and Commission Members:** None

11. **Adjournment:** The meeting was adjourned at 4:15 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Christine M. Hilton", with a stylized flourish at the end.

Christine M. Hilton, AICP
Executive Secretary, Planning Commission